

Addison Facility Rental Committee Minutes

Tuesday, January 21, 2025 7:00PM

Meeting at the Addison Community Center

Attendance- Susan Tribou, Jeff Kauffman Sr, Samantha Kachmar, Mike Kachmar, Carrie Kauffman

Call to Order at 6:54 pm

Additions to the Agenda- None.

Public Comment- None

Approve Minutes from Previous Meeting- Dec 17, 2024 *Motion to approve Carrie Kauffman | Mike Kaichmar (4 in favor, 0)*

Updates:

Sign- Zoning regs: A municipality can put up a sign no more than 16 square feet printed on both sides) but can request variance from DRB if desired. If we want a Talked to Winning Image- still waiting to hear back.

Facebook Page- still need Calendar- Jeff Kauffman Sr suggests using google calendar then posting link to FB. Town Clerk will have an ADA compliant calendar at some point but are still working on this.

Grants- Playground equipment: Still working on this as far as options and process. Researching playground equipment.

Potential Users:

Kara Bradford: She was called into work and was not able to make this meeting- will try again in Feb.

John Kipp- has begun renting and holding classes. First night they had 23 archers here. Will rent through April.

Lindsey Kennett- mom & me fitness: she is no longer wanting to use based on fees because she had heard that she could rent for free as a resident but since she is holding a recurrent and potentially profitable event it does not meet requirements for free use for residents which currently is designated for immediate family celebrations such as birthday parties etc.

Pickleball- Have not heard back from this group.

Frisbee Golf- League hoping to rent starting next week in the gym on friday evenings.

Other Business: Rental Procedure: Send out rental request form & the facilities use policy. Usually we send a cost estimate for rental. Then we send the rental agreement and waiver filled out for them to sign. Tell them where to leave the check/ deposit- in black box by town clerk office. The renter must do a walk through prior to renting- show them where things are, how to lock doors and incident forms as well as reiterate no trash service etc. In the office is receipt book.

Would it be possible to have pots and pans, basic kitchen ware? Can we look into this in the future?-- Possibly could get some "hand me downs" from college. Also could look at state auction for things- mike wojo could be willing to help with this.

Action Items:

Carrie Kauffman- will find a way to connect google calendar to town facebook page (add link). Follow up with potential renter re: farmers market rental for 2025.

Susan Tribou- continue researching sign options for ACC and will contact business for playground design how-to's

Samantha Kachmar- Continue researching grants and look at local playgrounds to see what options could be.

Jeff Kauffman Sr- Will resend policies and forms and also calendar to be posted

Carrie Kauffman- Post calendar to facebook

Next meeting- Feb 18, 2025 @ 7pm

Adjourn- Motion to adjourn Carrie Kauffman | Mike Kachmar (4 in favor, 0)